



## **MINUTES OF THE LEE COUNTY FIRE ADVISORY BOARD**

**SEPTEMBER 27, 2006**

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The Lee County Fire Advisory Board met on September 27, 2006, at Sanford Station #3.

The following members were present:

- Donald Andrews, Jr.
- Roger King
- Doc Oldham
- John Altenburger
- Larry Kelly
- Derrick Clouston

The following members were absent:

- David Smitherman, Ex officio member
- Bob Brown, Commissioner
- Royce Gaines

Chairman Donald Andrews called the meeting to order at 6:10 pm.

Chairman Donald Andrews asked if any items were needed to be added to the agenda. Derrick Clouston needed to add six mile districts and Report of Fire Conditions. Being no objections the two items were added.

Derrick discussed the fact that the six mile districts would be presented to the Commissioner's at the October meeting for their approval and if anyone had any questions to please contact him. Derrick also discussed that the Report of Fire Conditions would also be presented and that he had received all forms. He also handed out a book from OSFM with information on the Report of Fire Conditions and the Relief Fund.

Chairman Donald Andrews presented the minutes and asked for a motion to accept them. Motion was made by John Altenburger seconded by Larry Kelly to approve the minutes, motion carried unanimously.

Chairman Donald Andrews once again introduced Chief Benny Nichols as the facilitator for the joint meeting with the Fire Advisory Board and the County Fire Chief's Association.

Chief Nichols once again began the session with reviewing the ground rules for the discussions for the meeting. The purpose of the meeting would be to prioritize the goals from the previous two meetings and then to set objectives for the top three goals. It was agreed that the meeting would adjourn by 8:00 pm.

Chief Nichols started the prioritization process and the results of this are as follows:

Goal	2	3	4	5	6	7	8	9
<b>Bring unrated properties within Lee County inside a rated fire district.</b> <ol style="list-style-type: none"> <li>1. Complete distribution study for the entire county to determine the areas that need a substation location.</li> <li>2. Approve distribution study and determine appropriate funding mechanism.</li> <li>3. Study needed manpower, equipment to open new substations and to meet DOI standards.</li> </ol>	I	-	I	-	I	I	-	I
<b>Fire Departments are encouraged to work towards lowering their ISO rating with a target of a district wide 6 rating.</b> <ol style="list-style-type: none"> <li>1. Establish Ratings Task Force in conjunction with the Fire Marshals Office, Fire Advisory Board and Chief's Association.</li> <li>2. Ratings Task Force to conduct a needs assessment on what departments will need for a rating and conduct education programs to help prepare for ratings.</li> <li>3. Ratings Task Force to establish timeline to request county fire rating.</li> </ol>	I	I	-	I	-	I	I	-
<b>In association with the Fire Chief's and Office of Lee County Fire Marshal strive to work together to maximize the fire service in Lee County through training competencies, equipment and staffing.</b> <ol style="list-style-type: none"> <li>1. Develop strategy for equitable staffing and funding mechanisms to put paid personnel in stations.</li> <li>2. Develop strategy for equitable equipment replacement and funding mechanisms to replace equipment as recommended.</li> <li>3. Task County Training Officer's to establish minimum competencies within the county for identified positions and have the Fire Chief's and Fire Advisory Board approve.</li> <li>4. Develop staffing protocols for the compensation of paid staff along with job descriptions.</li> <li>5. Develop county-wide Fire resource list.</li> </ol>	-	I	I	-	I	-	I	I
<b>The Fire Advisory Board in cooperation with the Fire Chief's Association and the Office of Lee County Fire Marshal will create a five year strategic and capital improvement plan to insure maximum resource utilization effective county-wide.</b>	-	-	-	I	-	-	-	I
<b>Evaluate the current process of funding the Fire Marshal's Office and evaluate opportunities for other funding mechanisms.</b>	-	-	-	I	I	-	-	-
<b>Conduct a review of current public safety communications issues, and develop steps to maximize countywide emergency communications.</b>	I	I	I	-	-	I	I	-

**\*\*NOTE\*\*** - I= represents each stations three primary goals / and – represents each stations secondary goals.

After the priorities for each department were set the process of developing objectives for each goal was started with each department getting an opportunity to express the views that were pertinent to them. After each objective was set, a discussion was held, a vote taken and each objective was approved unanimously.

All in attendance agreed that the remaining goals would most likely be achieved through the processes set out in the top three priorities. In light of this fact the group decided to end the meeting.

Therefore, being no further business to come before the Fire Advisory board, John Altenburger made a motion to adjourn and was seconded by Doc Oldham. Motion carried unanimously.

Meeting adjourned at 8:10 p.m.